

From: Stevenson, Jennifer
To: [Bowman, Randal](#)
Subject: Re: Monument review mail comments to FWS Falls Church
Date: Tuesday, May 16, 2017 2:46:14 PM

Hi Randy,

They are both available tomorrow after 8:00.

Jennifer

Jennifer Stevenson
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On Tue, May 16, 2017 at 3:34 PM, Bowman, Randal <randal_bowman@ios.doi.gov> wrote:

I have one thing to do, but its not very challenging and I don't think time-consuming. Tim Williams, the head of the External Affairs/Intergovernmental Relations office for DOI, has a number of comments from State legislators and county commissioners that came in before the start of the comment period. We want to get those scanned with the other written comments, so they need to be put together and sent to FWS in Falls Church. If you will let me know when either or both of them are available, I'll set a time when Tim will be there to give her or them the comments.

She/they would then need to put the comments in a manila envelope, or a box, depending on how many there are (I forgot to ask), with a note something along the lines of "Please scan with other public comments on the National Monument review" address it with the mail stop Marcia gave us, take to the FWS Director's office and ask the admin staff there to get it on the shuttle. Not challenging, but its something, will get them out and about and a chance to meet new people.

On Tue, May 16, 2017 at 1:47 PM, Stevenson, Jennifer <jennifer_stevenson@ios.doi.gov> wrote:

Let's use the period of performance date of 5/18/17 - 9/30/17 for the mail pick up.

We'll think of something for Julia and Andrea to do. They really want to help out.

Jennifer

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On Tue, May 16, 2017 at 1:38 PM, Bowman, Randal <randal_bowman@ios.doi.gov> wrote:

Yet another easy as possible result - DOI already delivers to FWS Falls Church office twice a day. All we need is the mail stop there and a start date. I presume start date is on or immediately after the effective date of the contract. Marcia, is that correct, and could you get the mail stop for where the letters should be delivered.

And now we need to find something else for Julie and Andrea to do.